



**DEPARTMENT OF
CAMPUS RECREATION**

FALL 2020

*Opening Action
Plan*



TABLE OF CONTENTS

Introduction.....	3
Hours of Operation	3
Social/Physical Distancing.....	4
Facility Capacity & Group Sizes	5
Facility Capacity & Group Sizes Con't.....	6
Entry & Exit.....	7
Facility Pathways & Flow Patterns.....	8
Employees & Staff	8

INTRODUCTION

The Department of Campus Recreation plans to re-open facilities and activity areas in phases. This plan has been developed within current CDC, Florida Department of Health, and Florida A&M University guidelines to prevent the spread and transmission of COVID-19. It is also designed to maintain operations in a safe and sustainable manner. Items in this document are subject to change.

HOURS OF OPERATION

1. The Hansel E. Tookes Student Recreation Center (HTSR)
 - a. Monday - Friday: 8:00am - 7:00pm
2. The Outdoor Basketball Courts, Sand Volleyball Courts, and Pavilion.
 - a. Daily: Sunrise – 10:30pm
3. The Outdoor Fields and Fieldhouse (Gated Areas).
 - a. Daily: Sunrise – 10:30pm
4. Facility Rentals & Reservations will be unavailable until further notice and will be re-assessed upon further guidance from the University and Campus Recreation Staff.

SOCIAL/PHYSICAL DISTANCING

1. Regular social distancing of six feet, and hygiene protocols, must be followed by all Campus Recreation Employees while on shift.
2. Participants must wear face coverings while in and on Campus Recreation facility, except when actively engaged in an exercise activity.
3. Campus Recreation Employees will wear face coverings while on shift.
4. Social distancing of at least ten feet must be maintained while exercising between individuals. When not exercising, social distancing of six feet must be maintained.
5. Campus Recreation Employees will monitor the facility to remind patrons of social distance guidelines, and enforce group size limits.
6. Signage will be displayed throughout the facilities to inform patrons of social distancing, group size limits, traffic patterns, and other precautionary measures.
7. Proper social distancing will be indicated by marked locations on the floor of customer service locations.
8. Locker rooms:
 - a. Shower services will not be available.
 - b. A maximum of 4 persons are permitted in the General Changing Area at any one time.
 - c. A maximum of 2 persons are permitted in the Faculty/Staff Changing Area at any one time.
9. Restrooms will be one-in-one-out.
10. Sneeze guards/Barriers will be added at the Customer Service Areas, to prevent transmission of COVID-19
11. Cardiovascular equipment will be spaced or marked “Unavailable Due to COVID-19 Guidelines”, allowing a distance of 10 feet apart (2 pieces of equipment “out of service” between those “in service”).
12. All patrons are encouraged to wipe down equipment before use. All patrons MUST wipe down equipment after each use.

FACILITY CAPACITY & GROUP SIZES

1. The Hansel Tookes Student Recreation Center (HTRC) will have a maximum occupancy of 156 persons.
 - a. Activity Areas within the Hansel Tookes Student Recreation Center (HTRC) will have a maximum occupancy of 112 participants (Total). Capacity will be monitored and tracked by Campus Recreation Staff.
 - i. The Fitness Areas within the HTRC will be limited to 67 participants total.
 1. The Group Fitness Studio will be limited to 12 people total.
 2. The VIP Exercise Area will be limited to 2 people total.
 3. The Cardio Bridge will be limited to 12 people total.
 4. The Mid-Level Exercise Area will be limited to 41 people total.
 - a. Cardiovascular Equipment 6
 - b. Resistance Training Area 35
 - i. When spotting another participant, spotters MUST wear a facemask.
 - ii. The Indoor Multipurpose Gymnasium will be limited to 45 people total.
 1. Only Volleyball, Badminton, and Racquetball will be permitted on the Indoor Multipurpose Courts.
 - a. A maximum of 2 participants are permitted in the Racquetball Courts at any one time.
 2. Basketball Games will be permitted on the Outdoor Courts Only.
 - b. Non-Activity Areas within the HTRC will have a maximum occupancy of 46
 - i. The Lobby Seating Area will be limited to 4 people.
 - ii. The Multi-Purpose Gymnasium Seating Area will be limited to 4 people.
 - iii. The Locker rooms will be limited to a maximum of 16 (8 per locker room)
 1. A maximum of 4 persons are permitted in the General Changing Area at any one time.
 2. A maximum of 2 persons are permitted in the Faculty/Staff Changing Area at any one time.
 - iv. Staffing numbers will be limited to a maximum of 22
 1. Administrative Staff – 6
 2. Customer Service, Reception, and Intern Staff – 9
 3. Maintenance & Custodial Staff - 2
 4. Visiting Persons/Appointments - 5
2. Upon reaching capacity or for those arriving early for their appointments, participants will be asked to wait outside of the HTRC, while maintaining proper social/physical distance.
3. The Seating Area of the Multipurpose Gymnasium will be limited to 4 people.

FACILITY CAPACITY & GROUP SIZES CON'T

4. Individuals will not be allowed to congregate in the lobby area, in an effort to maintain clear walkways and not to exceed occupancy limits.
 - i. Participants should come dressed in proper exercise attire prior to arriving at the HTRC to avoid delays due to occupancy limits.
 - ii. It is encouraged that participants limit the amount of items and/or large belongings brought to the HTRC whenever possible, due to limited storage space.
5. The HTRC Outdoor Patio (Wahnish Way Side) will be accessible from the outside entry. Occupancy will be limited to 6 people at any one time.
6. Equipment will be available for checkout. However, supplies may be limited based on sanitation procedures.

ENTRY & EXIT

1. Participants should enter the Hansel Tookes Student Recreation Center through the Left Bay/Southernmost Doors and exit the facility through the Right Bay/Northernmost Doors on both East and West entrances.
 - a. Signage will be utilized to direct participant traffic.
2. Participants will be directed to the Customer Service Area for check-in
 - a. Signage, Floor markings, and/or retractable stanchions will be utilized to direct participants.
3. Utilization of the HTRC will be by “appointment only”, utilizing a FAMU IMLeagues Account.
 - a. Workout sessions will be limited to 60 minutes.
 - b. A 30-minute transition period will be used between each appointment block, to allow participants to enter and exit the HTRC while not exceeding occupancy limits.
4. All participants must present a valid, working student identification/Rattler Card, with a visible photo.
 - a. Participants without a valid, working student ID will not be permitted to utilize the HTRC.
 - b. Photos on the student ID must be clearly visible in order to utilize the HTRC.
 - c. Faculty & Staff Members may utilize their member key tag for entry.
5. Student users will swipe their Rattler Card through the card reader and visibly present their student photo to Campus Recreation Staff through the sneeze guard barrier and await approval by Campus Recreation Staff to enter beyond the Customer Service Turnstiles.
6. Faculty & Staff Members will scan their membership key tag at the provided barcode scanner and await approval by Campus Recreation Staff to enter.
7. All participants must sign the Activity Waiver prior to entry.
8. All participants are required to wear masks when entering the facility and when transitioning between exercise areas.

FACILITY PATHWAYS & FLOW PATTERNS

1. Patrons will be directed to utilize the right side of all staircases and walkways, while maintaining proper social distancing when in front of or behind others.
2. All isles between rows of resistance training equipment will observe a one-way directional pattern, indicated by floor markings.
3. A maximum of two persons may utilize the elevator at any given time.
 - a. Note: Dimensions of the elevator are 5' x 7'.

EMPLOYEES & STAFF

1. Prior to beginning work within Recreation Facilities, all employees will receive University mandated COVID-19 training, in addition to regular operational & safety training.
2. All employees will wear a mask at all times unless they are alone in personal office space.
3. Key employees and/or work areas will have a two-way radio assigned to them while on shift.
 - a. Employees are responsible for disinfecting their radios at the beginning and end of their shift.
 - b. Radios will be signed in and signed out at the beginning and end of shift.
4. One employee will be assigned to a computer/check-in station at a time.
 - a. Employees are responsible for disinfecting their computer station (keyboard, mouse, and monitor) at the beginning and end of their shift.
5. A maximum of 3 employees will be permitted behind the Customer Service Counter and 2 employee permitted behind the Fitness Counter, at any given time.
6. 1 employee employees will be permitted in the Customer Service Supervisor Office at any one time.
7. Employees will monitor and rove the facility to enforce participant limits, enforce rules and remind of social/physical distance guidelines.